FREE PUBLIC LIBRARY COMMISSION

1916

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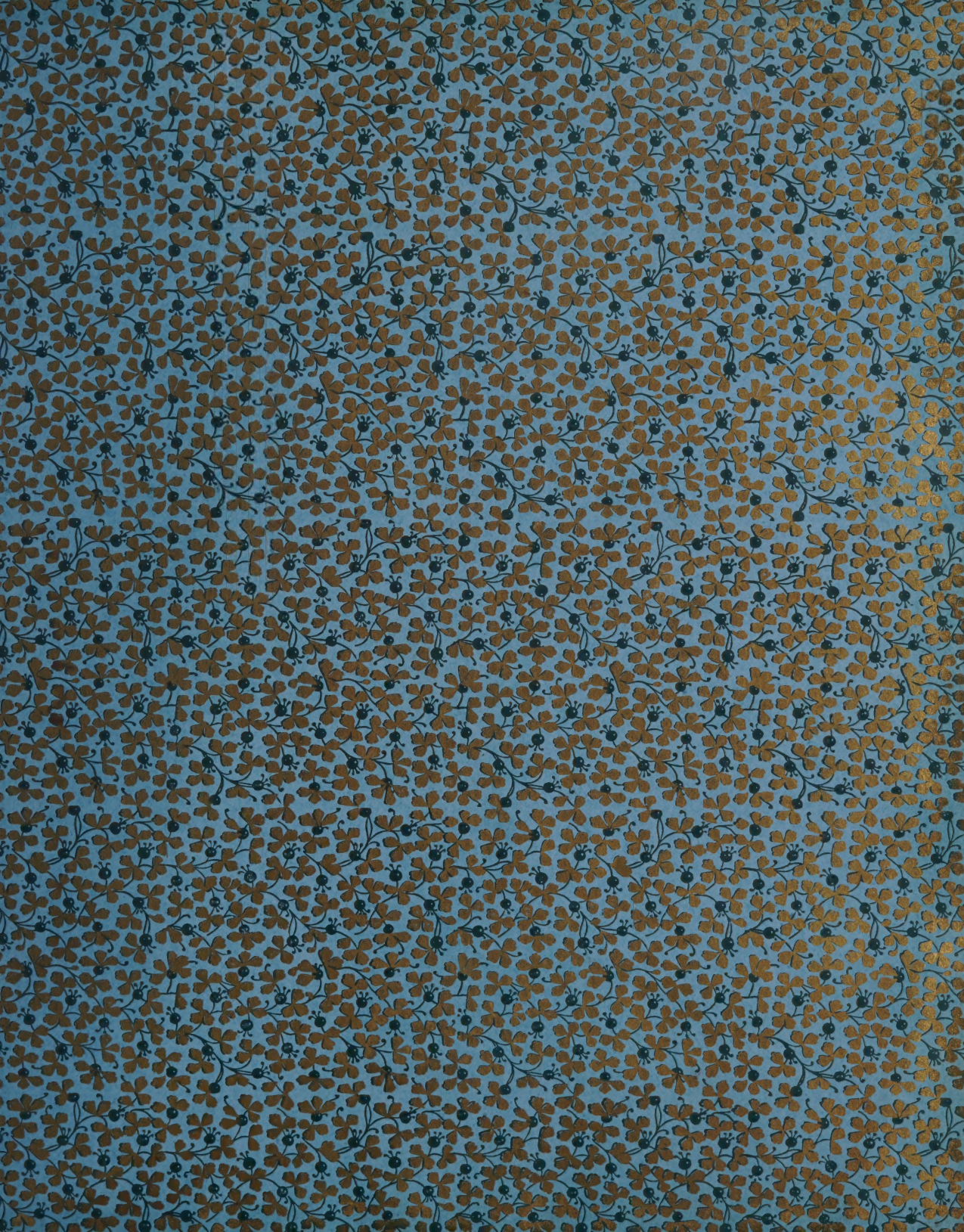

1916

January 26, 1916.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier
Mr. Howes

The report from the office was read. Books had been sent to 18 libraries. Eight foreign travelling libraries in five languages had been sent to eight towns. In co-operation with the Old South Association, Polish lectures had been given in seven towns before audiences varying from 75 to 425. Since the last meeting Mr. Lowe had visited five towns, including a meeting of the trustees at Saugus to submit and discuss the library survey. At Saugus he spoke at a joint meeting of the men's club and women's civic federation. At Lunenburg he talked before the women's club and the library trustees. Miss Jones had supervised the cataloguing at South Natick and Berkley.

A circular letter signed by the Chairman was sent to 94 trustees, inviting them to the Massachusetts Library Club meeting at Cambridge and Boston, and similar letters were sent to the members of the State House and

Libraries Committee.

Harwich and Georgetown requested further aid in cataloguing. After discussion the Chairman was authorized to use his judgment in the amount of additional assistance to be given.

Mr. Howes reported on the submitted reports of surveys and the method of their transmission. The Committee appointed at the last meeting to advise with Mr. Lowe as to the surveys of libraries was in accord in believing that the Commission should have a regular form of application for library surveys, that the same should contain a form of a resolution that should be passed by the boards of trustees asking for the surveys, and that the application should indicate the nature and scope of the investigation desired. It was also the opinion of the Committee that it should be understood by the boards of trustees that the report of the survey submitted by the Commission should be a matter of public record.

After discussion the following rules were unanimously adopted:-

The Legislature has empowered the Free Public Library Commission to determine by examination, or such other rules as it may establish, the fitness of

candidates for positions as supervising librarians or other library workers who are paid wholly or in part from the treasury of the Commonwealth.

The Commission will consider acceptable a satisfactory record of accomplishment and experience from candidates who have held responsible library positions of such nature as to exhibit the candidate's attainments and fitness. Two references will also be required.

From candidates whose record does not show previous service of such a character, the Commission will require an examination covering literature, general information, including current events, library science and knowledge of Massachusetts library conditions and needs. Two references will also be required.

The decision as to the necessity for an examination shall rest with the Board of Free Public Library Commissioners.

The Free Public Library Commission has been required by the Legislature to keep on file for the use of library trustees who seek advice in securing qualified librarians and assistants, a

registry of candidates which shall give due credit for experience and successful accomplishment as well as for formal examination.

Candidates seeking registration must submit a written statement of their experience and accomplishment together with the names of two persons to whom the Commissioners can refer. The formal examination shall cover literature, general information, including current events, and library science, especially that branch for which the candidate wishes to qualify: i.e., general or administrative work, cataloguing, reference or children's work, etc.

Adjourned.

E P. Sohier
Secretary.

February 25, 1916.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier
Mr. Howes

The report from the office was read. Mr. Lowe had visited fifteen libraries and had attended an open meeting at West Newbury and the Washington's birthday reception at Holliston. At Hadley he gave a talk in the schools and at Lanesborough started the recataloguing. Miss Jones had visited Foxborough at the request of Prof. Wells of Clark College, where the alumni association has since offered $100 towards cataloguing the library, provided the town will appropriate $200. She had also visited South Natick to supervise the cataloguing there. Collections of books had been sent to four towns. A circular letter had been sent to twenty-four newspapers in different counties with material from the report concerning each county. Foreign travelling libraries had been sent to four libraries. Seven Polish lectures had been given by Mr. Grzybowski in co-operation with the Old South Association, which assumed all expenses. In Ware

there was an audience of 450. A lecture in Lithuanian was given in Norwood to an audience of over 200. Miss Campbell addressed a meeting of the woman's club in Berlin and the Immigration Industrial Association in Providence.

Miss Campbell, Miss Jones and Mr. Lowe were present during part of the meeting. The work of the Commission was discussed and the best means of bringing the opportunities offered by libraries to the attention of the public. It was

Voted: To authorize Mr. Wellman to employ assistance in Springfield for temporary work.

Miss Campbell reported on the list of Russian books, and there was some discussion as to the relative advantages of printing it in connection with the Boston Public Library or by arrangement with the American Library Association.

Voted: To refer the printing of the Russian list to the Chairman with power.

Adjourned.

Elizabeth P. Sohier
Secretary.

March 24, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The report of the office was read and placed on file. Mr. Love had visited four libraries and addressed the New York Public Library School, Simmons College Library School, and also given an address at the twenty-eighth anniversary of the public library at Auburn, R. I. Miss Jones spent three days starting the recataloguing at Ashburnham. Books had been sent to eight towns and "A nurse in every home" by Dr. M. G. Overlock to 94 libraries. Fourteen foreign travelling libraries had been sent out, including several in different languages to Gardner where the branch library had been burned, and the librarian and trustees were anxious not to lose the interest which had been awakened in the foreign-speaking population. The Gardner library will later purchase new foreign books, but it is impossible to obtain them promptly. Miss Campbell had spoken at a meeting of the Newton group of

librarians at Natick and at the annual meeting of the Daughters of the Revolution in Boston. She had visited the Holliston Library to confer with the trustees.

The Chairman read a letter from the Secretary of the Carnegie Foundation concerning Holliston and certain other towns which had not reported as to their appropriations. The matter was referred to the Chairman.

The Chairman stated that Simmons College would arrange for a three-day session this summer to be open free to librarians, the lecturers to be provided by the Commission and the College.

The preparation and printing of a list of books connected with Shakespeare to assist the small towns in celebration of the 300th anniversary was referred to the Chairman with power.

The expenses for three months had been $1,688.92 from the appropriation for Direct Aid to Libraries and $1,244.95 from the appropriation for Expenses.

The library at Pelham applied for a sign to indicate that it was a public library. Miss Chandler in one of her reports had previously suggested that the Commission should provide some inexpensive printed or painted sign

for the remote towns who find it difficult to obtain one. Frequently visitors from the Commission and others pass buildings or houses which contain the library and are obliged to return sometimes from quite a distance. It was

Voted: To authorize the Chairman to secure a sign for Pelham and for other similar libraries.

An application from the trustees of Georgetown for aid in recataloguing under the supervision of Miss Wiggin was referred to the Chairman with power.

Adjourned.

Elizabeth P. Sohier
Secretary.

April 27th, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier.

The report of the office was read and placed on file. Mr. Lowe had visited twenty-three libraries and had talked to the one hundred teachers of Westfield, and the following day addressed the pupils at the normal school. Miss Jones had attended a trustees' meeting at Foxborough, and a group meeting at Sudbury. Miss Wiggin had given a talk at the Hampton County Conference in Northampton to which the Commission had sent an exhibit. Miss Tillinghast had spent a day at Ashland repairing books and had given a demonstration at Sharon.

During the month books had been sent to fifteen libraries and twenty-five libraries had received a small collection of books on Shakespeare.

Five foreign Traveling libraries had been sent out. Miss Campbell had visited Lawrence, Chelsea and Malden. Lectures were given in Brockton in Greek and in Attleborough in Swedish.

The chairman reported that the publication committee of the A. L. A. would be glad to publish the annotated Russian list and that the Boston Public Library would gladly print selected annotated lists of Russian books at the request of the Commission. The chairman reported the ready cooperation on the part of Simmons College in providing a three days' program for a library conference in July. The tentative program was submitted. The chairman also reported on his interview with Mr. Bertram, the agent of the Carnegie Corporation in New York City, in regard to the Holliston situation.

After consideration, it was
Voted: That the Free Public

Library Commission finds it impossible to conduct its work as planned for the fiscal year, 1915-16, for less than the amount provided by Chapter 373 of the Acts of 1914, and directs the Chairman to present the facts to the Committee on Ways and Means and, if necessary, to ask for a hearing.

Miss Campbell, Miss Jones and Mr. Lowe reported in person regarding their work during the past month.

Adjourned.

Elisabeth R Sohier
Secretary.

May 25, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The office report was read and placed on file. Mr. Lord had visited twelve libraries, including Framingham and Hudson where public meetings were held. Miss Jones had visited four libraries.

During the month collections of books had been sent to eight libraries. Foreign books had been lent to five libraries. Miss Campbell had spoken at a meeting of the Woman's Alliance in South Boston and at Simmons College. The Russian list has been sent to Mr. Utley at Chicago and the Commission will be furnished copies at cost. It was

Voted: That Mr. Lord be authorized to prepare an exhibit of library work

for use at County Fairs and for other similar purposes. It was

Voted: To accept the invitation to join the Massachusetts Federation of Planning Boards and to appoint the Chairman as the representative of the Commission.

Adjourned.

Elisabeth P. Sohier
Secretary.

June 15, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft.
Mr. Wellman — Miss Sohier
Mr. Howes

The report of the office was read and placed on file. Since the last meeting Mr. Lowe had visited nine libraries and attended the Barnstable Conference for Rural Workers at Hyannis and the Bay Path Library Club meeting at Sturbridge. Miss Jones had attended a reception to the Townspeople at the Ashburnham Library. Books had been sent to seventeen libraries and Audubon bird charts to ten. An Italian library had been sent to Monterey and a Greek library to Athol. It was

Voted: That the Library Commission extend an invitation to the Simmons Library Conference, with expenses paid, to librarians in towns whose valuation

is in the neighborhood of $1,000,000. or less. It was the opinion of the Commission that no money could be spent to better advantage than in this way. Details were left to the chairman. It was

Voted: That the Library Commission again ask the State House Commission in reference to accommodations for the Commission and ascertain whether or not it will be possible to have the definitely required quarters assigned to the Commission on or before September 1st, 1916. It was

Voted: That the chairman and Miss J. Maud Campbell represent the Library Commission at the American Library Association meeting to be held at Asbury Park, N. J. It was

Voted: To pay the expenses of the three weeks course in Children's Work at Simmons for Miss R. I. Read of North Adams who has been doing work with children in Berkshire outside of the

North Adams library.

The Chairman was given authority to use his discretion in paying the tuition of other librarians at Simmons and to pay other expenses in exceptional cases:

Adjourned

Elisabeth P Sohier

Secretary.

September 28, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howe

The report of the office was read and placed on file. Since the last meeting Mr. Lowe had visited twenty-seven libraries, and had attended the Cape Cod Library Club meeting at Harwich. Miss Jones had visited fourteen libraries. Books had been sent to four towns and twenty-three traveling libraries of foreign books had been sent out. Miss Campbell had given an address at Asbury Park to the A. L. A. Conference, and had spoken at Gloucester and Maynard.

The Conference at Simmons College had proved a great success. One hundred thirteen librarians and trustees had registered. The Commission had paid all the expenses of thirty-four

librarians and part of the expenses of fifteen others. Twenty-one of these librarians were from towns east of Worcester and twenty-eight were from towns west of Worcester.

A neighborhood house at Woronoco would soon be able to provide a much needed branch for that village in Russell. The Chairman was authorized to give such assistance to Russell as might be necessary to aid the town in this new effort.

The Chairman was authorized to subscribe for magazines for the smaller towns in his discretion, after inquiries had been answered as to the usefulness of those sent last year to the different towns.

After full discussion it was Voted:- That it is the sense of this Commission that it shall apply this year for a suitable appropriation for the maintenance of its foreign

department.

Adjourned.

Elisabeth P. Sohier

Secretary.

October 24, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

The report of the office was read and placed on file. Since the last meeting Mr. Lowe had visited eleven libraries and had held an exhibit at the Fitchburg and Northampton fairs. Miss Jones had visited four libraries. Collections of books had been sent to twelve libraries. Eleven foreign libraries had been sent out. At the request of Dr. Oviatt, Miss Campbell had visited South Sudbury. She had also attended a meeting of the Trustees at Gloucester to discuss work with foreigners. The board voted to spend $50. and asked the Commission to recommend suitable books and lend others to supplement those purchased.

Miss Campbell had spoken at

a meeting of the Association of Patriotic Instruction at Tremont Temple and attended a Conference on Americanization at the rooms of the Municipal League.

The situation in Wilbraham was discussed and referred to Mr. Ullman and Mr. Lowe.

The situation in Gloucester was discussed and it was felt by the Board that the City ought to appropriate money for its three libraries. In the absence of Mr. Howes, further consideration was postponed and it was voted that Mr. Howes and Mr. Lowe should be requested to represent the Commission in securing needed aid for Gloucester libraries and in other efforts for their improvement.

Hadley was referred to the Chairman with power.

Mr. Lowe, Miss Campbell and Miss Jones were present during

part of the meeting.

Adjourned.

Elisabeth P Sohier

Secretary.

November 23, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Willman — Miss Bolier
Mr. Howes

The report of the office was read and placed on file. Books had been sent to ten libraries. Foreign libraries had been sent to 12 libraries. A circular announcing good Book Week had been sent to two hundred forty libraries. A lecture had been given in Polish at Pittsfield and Housatonic by Dr. Lawench. The attendance at Pittsfield was about four hundred and as a result the Pittsfield library has decided to buy from fifty to one hundred Polish books and lend them to the Polish Society. In Housatonic an Evening School was established in the Polish section with two volunteer teachers. These lectures were arranged by Miss Campbell upon the earnest application of one of the Polish leaders

and were given without expense to the Commission.

The Annual Report was read and approved and the chairman was authorized to append the names of the members of the Commission and present it to the legislature.

Adjourned

E P Sohier
Secretary

December 28, 1916.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier.

The report of the office was read and placed on file. Books had been sent to eighteen towns and foreign traveling libraries to seven. Assistance to Vineyard Haven in cataloguing and improving its library was recommended by Mr. Rowe and referred to the Chairman. Requests had been received at the office for the books required for the courses of study recently established by the Board of Education. It was voted that the Commission will endeavor to meet such requests by giving or lending books.

The bill to provide for the foreign department was considered and it was voted to request an appropriation of $2000. which should include the salary

of the director and all other expenses.

The Civil Service Commission having notified the Library Commission that it had received requests to place library assistants in city libraries under the Civil Service regulations and having asked the opinion of the Library Commission it was Voted:- "That in the opinion of the Board of Library Commissioners it would be inexpedient at this time to include library assistants in city libraries under the Civil Service rules, and the chairman, Mr. Wellman and Mr. Howes were requested to present the objections to such inclusion and explain the reasons for believing that the efficiency of city libraries would suffer from the proposed change." The vote was taken after an informal discussion of the matter with Mr. Dudley, Secretary of the Civil Service Commission who was present by invitation of the board. Adjourned.

E P Sohier

Secretary.

January 12, 1917.

The Commission met at the Boston Public Library after the special meeting of the Massachusetts Library Club called to consider the proposal to place assistants in libraries under Civil Service rules.

Present.

Mr. Belden Mr. Wellman Miss Sohier

The Massachusetts Library Club having voted to petition the legislature to include library employees in the classes exempted from Civil Service rules, under Section 9 of Chapter 19 of the Revised Laws, for reasons similar to those which exempt teachers, it was voted that the Free Public Commission approve of the action of the Massachusetts Library Club and authorize the Chairman and Mr. Wellman to represent the Commission in favor of the proposed bill to exempt library employees from Civil Service rules.

Mr. Hower had been present at the meting of the Massachusetts Library

Club but was unable to remain for the Commission meeting, but he had informally approved of the bill proposed by the M. L. C.

Adjourned

E. P. Sohier
Secretary.

February 7, 1917.

The Commission met at the State House.

Present.

mr. Belden — mr. Wellman
miss Sohier — mr. Howe
miss Bancroft

The minutes of the meeting of December 28th, 1916 and January 12th, 1917 were read and approved. In the morning the members of the commission had attended a hearing of the Ways and Means Committee of the House on the bill asking for increased appropriations to carry on the work with aliens in the Commonwealth.

The Chairman presented the report from the office. Since the last meeting mr. Howe had made five visits and had given a talk to high school leaders at Fitchburg. Books had been sent to four towns. The annual Report had been sent out January 29th with a special letter to

chairmen of the Boards of Trustees where additional appropriations were to be requested at the coming town meetings. Miss Kennedy had installed the charging system at Brimfield and had given advice at Three Rivers in the arrangement of books. Miss Wiggin had talked at the Lowell Normal School and had advised on the arrangement of the school pamphlets. Fifteen foreign traveling libraries in nine languages had been sent out. Miss Campbell had spoken at Fall River, Lowell and Hudson, as well as before a meeting of the Greater Boston Association of Patriotic Instructors. She had also attended meetings of the Americanization Conference called by the Women's Municipal League.

The Chairman was authorized to use his judgment in giving assistance to the library at Marston Mills.

Adjourned.

E. P. Sohier
Secretary.

February 28, 1917.

A meeting of the Commission was held after the Conference of Librarians at the State House to consider the bill to exempt librarians from the Civil Service law and the arrangements for the legislative hearing.

Present

Mr. Belden Mr. Howes

Miss Sohier

It was voted that the Chairman should represent the Commission in support of the bill at the legislative hearing.

It was voted to hold a conference for librarians in cooperation with Simmons College, of the same general character as the one which was so successful last summer and that the arrangements should be referred to the Chairman, Mr. Lowe

and Miss Jones.

Adjourned

E P. Sohier
Secretary.

April 4th, 1917.

The Commission met at the State House.

Present

Mr. Howes in the Chair Miss Bancroft
Mr. Wellman Miss Sohier

Also Mr. Lowe, Miss Campbell and Miss Jones.

The report of the office was read and placed on file. Nature books and bird charts had been offered to all libraries with a valuation of less than $1,000,000. which had not already received them. Three books on the war had been sent to fifty libraries. Miss Crampton had given a talk to the eighth grade in one of the Melrose schools, taking the children in groups to the library. As a result, the trustees have asked the assistant librarian to continue the instruction of the eighth grade in every school on Miss Crampton's plan. The Superintendent of Schools at Northfield had asked cooperation in arranging a course of study for the eighth grade once a week throughout the year.

After full discussion of the best way of arranging for such a course, it was

Voted: That the plans for Northfield be referred to Mr. Lowe with authority to employ expert assistance.

The State Secretary of the Y. M. C. A. had consulted Mr. Lowe as to what cooperation could be expected from the Free Public Library Commission in the event of war. It was

Voted: To offer any assistance which could legally be given, and that, if necessary, books should be lent or given to towns having encampments on condition that they should be lent to the camps.

It was

Voted. That Miss E. Louise Jones, General Secretary of the Commission, be authorized to draw from the State Treasurer a monthly advance of $100. to meet general expenses of the office.

Mr. Howes reported as to conditions in Gloucester and read a letter which he had written to Mr. Woodbury.

Plans for examination of librarians were discussed and it was suggested that

examinations might be held on the same day in Boston and Springfield and perhaps in other cities.

Adjourned

Elisabeth P. Sohier

Secretary.

May 11, 1917.

The Commission met at the State House

Present

Mr. Howes in the Chair
Miss Bancroft
Miss Lohier

Also Mr. Lowe and Miss Jones.

Mr. Lowe reported on several towns. At West Warren an attempt to establish a library seemed to deserve encouragement. Warren has no town library but appropriates to the association library and has this year voted an appropriation to aid a library in West Warren under the direction of the School Committee.

It was

Voted. To authorize a gift of books to West Warren.

The Wayland trustees have been so much pleased with Miss Wiggin's lessons that one of them has paid for two additional lessons, making six in all. The superintendent of schools in Dover asks for six lessons next year.

It was

Voted: To authorize four lessons at Dover and

to suggest that the trustees should pay for additional lessons.

An act authorizing the Commission to expend $1000. of its appropriations for the benefit of soldiers in Massachusetts was read. The act was passed at the request of the Committee on Public Safety.

It was

Voted: To send books through the Y. M. C. A. as requested by the Committee on Public Safety and through any other organization or person requested by that Committee.

Several collections of books had been already sent out.

A circular letter was sent to 103 libraries asking for books for the military camps. There has been a response from 27 libraries and these books have been distributed through the Y. M. C. A. secretaries. Traveling library boxes are being made and these will be sent out from the State House by the secretaries of the Y. M. C. A. wherever needed.

At the request of the Committee on

Food Production of the Committee on Public Safety, a selected list of books compiled by Simmons College has been printed and enclosed with a circular to every library in the state with a list enclosed of available government publications printed by the Committee on Public Safety.

Books had been sent to 23 libraries and 11 foreign traveling libraries had been sent out. Mr. Lowe had visited twenty libraries and had lectured at Simmons.

Adjourned

Elisabeth P. Sohier
Secretary.

June 14, 1917.

The Commission met at the State House.

Present

Mr. Belden — Miss Bancroft
Mr. Howes — Miss Sohier
Mr. Willman

The records of the last meeting were read and accepted. The office report was read. Since the last meeting Mr. Lord had visited 18 libraries. At 4 of these libraries, Templeton, Pepperell, North Attleboro and Brookfield, he had attended meetings of local groups to which he had carried exhibits of books and printed material concerning the war and food conservation. At Norton he had attended a joint meeting of the trustees and school committee which had been called to consider appointing a teacher to combine the duties of librarian with those of her school. Miss Jones had visited 3 libraries and the group meeting at Wellesley. General collections of books had been sent to three libraries including

those which had been sent to Dalton for distribution among the Windsor libraries. Twelve foreign libraries had been sent out.

Invitations to the summer conference had been sent to 35 librarians.

Under authority granted by the legislature 15 traveling libraries had been delivered to the Y. M. C. A. for the use of soldiers. Post cards had been sent with each library on which requests for special books could be made.

The war work which the Commission could undertake was discussed.

Adjourned

Elisabeth P. Sohier
Secretary.

September 11, 1917.

The Commission met at the Boston Public Library

Present.

Mr. Belden — Miss Bancroft

Mr. Wellman — Mr. Howes

Because of the absence of the Secretary, it was voted to defer the reading of the minutes of the previous meeting.

Mr. Belden reported that since the June meeting, Mr. Lowe had visited ten towns and attended the A. L. A. Conference at Louisville, Ky., and addressed the South Middlesex Library Club at Uxbridge and the Cape Cod Library Club at Barnstable. Fourteen foreign traveling libraries in eight languages had been distributed since the last meeting. Miss Campbell spoke to a group of local secretaries in Concord at the request of Miss Rodman and attended the Massachusetts Library Club meeting at Plymouth.

Miss Amy Bernardy during the summer presented the Commission with 150 volumes of Italian books and some 900 post cards of Italian war scenes. Some were from the Italian government and others a personal gift of Miss Bernardy. Miss Jones had visited Revere to start the recataloguing; Hanson to instruct the librarian in cataloguing; and had conferences with librarians and trustees at Plymouth, Carver and Lenox to estimate on recataloguing work. Mrs. Arnold and Miss Pratt had assisted in the recataloguing of four town libraries.

The second summer Conference held at Simmons College under the auspices of the Commission and Simmons College was a decided success. One hundred and seventy-eight registered. In addition to the regular lectures held at Simmons College, sixteen attended

the Round Table on school work and eighteen attended the Round Table on cataloguing held at the Commission office on the day following the regular Conference. Many appreciative letters have been received from librarians who attended. The cost of the summer conference to the Commission was #340.28, the Commission having paid the expenses of 28 libraries.

It was

Voted: To place on record the following resolutions regarding war library work being carried on under the direction of the American Library Association:

Resolved, that the furnishing of books and libraries for our soldiers and sailors in the great cantonments, or wherever they may be stationed at home or abroad, is of vital importance to afford opportunity for thoughtful reading and study, fill

unoccupied time with wholesome recreation and banish lonely hours.

Resolved, that the War Department has wisely entrusted the provision and administration of suitable collections of books and necessary buildings to the American Library Association and a National Library War Council.

Resolved, that the Free Public Library Commission endorses the call of the American Library Association upon the public library boards to lead in a nation wide campaign during the week of September 24th for raising a fund of one million dollars required for the above purposes; and that the Commission commends the project to all library trustees and librarians throughout this Commonwealth.

Adjourned

Acting Secretary.

October 24, 1917.

The Commission met at the State House.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman made a report of work for the soldiers at Ayer and elsewhere and read a letter he had written to Mr. Putnam concerning immediate needs and opportunities which require attention. He stated that the $1000 appropriation from the friends of the Commission had been nearly expended. The sum of $500 had been received privately for immediate needs and part of that sum had been used to buy books and for instruction books of various kinds were being constantly received. After full consideration of conditions at Ayer, it was

Voted: That the Free Public Library

Commission of Massachusetts will be glad to accept the supervision of public library work at Camps Devens, Ayer, Massachusetts; and will authorize the work to be done under the immediate direction of its Field Agent, Mr. John A. Lowe, with such assistants, volunteer and otherwise, as may be necessary and as may receive the approval of Mr. Herbert Putnam, General Director for the American Library Association War Library Work and Mr. Charles F. D. Belden, Chairman of the Massachusetts Library Commission and member of the War Service Committee of the American Library Association.

The office report was read and placed on file. Books had been sent to 9 libraries and 5 foreign libraries had been sent out. Through Miss Amy Bernardy, the Commission received a gift of 250 Italian books from the Dante Alighieri Society of Rome

and 50 copies of "Italy's submarine service" from the Italian embassy in Washington. Miss Wiggin had started school work at Dover and Norton. At Medfield the library has been recently moved into its new building. The trustees asked assistance in cataloguing it. The Chairman was authorized to furnish such assistance in his discretion and to employ Miss Wiggin for the work with an arrangement that she should visit and assist other libraries in that part of the state and otherwise undertake work which Mr. Lowe would be unable to perform owing to his work at Ayer.

A letter was received from Mrs. Agassiz offering the Commission the services of Mrs. Rich for six months for the benefit of the libraries on the Cape, her salary is to be paid by Mrs. Agassiz. The offer was

most gratefully accepted.

Adjourned

E P. Sohier
Secretary.

November 22, 1917.

The Commission met at the State House.

Present

Mr. Belden in the Chair Miss Bancroft
Mr. Wellman Miss Sohier
Mr. Howes

The annual report was considered and the recommendations to be made to the legislature. It was

Voted: To renew the request of last winter for an appropriation for the department of work with foreigners, and also to ask for an additional appropriation for expenses in consequence of the work resulting from the war and the unavoidable increase in running expenses.

The chairman was authorized to request from the Governor and Council an increase in Mr. Lord's salary to $5000. At the time Mr. Lord was appointed the Commission requested an annual increase in his salary declaring his services would become

more valuable and entitle him to a larger salary than it was necessary to offer at the outset. Former Mayor Wolf felt that it would be wiser to make the application to a future council at the time when the increase was to take effect.

It was reported that examinations for librarians for positions at salaries from $500 to $720 had been held in Boston, Worcester, Springfield and several other places.

The report from the office was received and placed on file.

Adjourned

E P. Sohier
Secretary.

December 21, 1917.

The Commission met at the State House.

Present

Mr. Belden — Miss Bancroft
Mr. Howes — Miss Sohier

The report from the office was read and placed on file. Collections of books had been sent to six libraries and seventeen foreign libraries had been sent out.

The annual report was considered and the recommendations to be made to the legislature were read and approved. It was

Voted: That the report be approved and that the chairman be authorized to append the names of the members of the Commission to the annual report. It was

Voted: To ask for $6,000. for the foreign work of the Commission and $8000. for general expenses.

The chairman reported on the war

work in Massachusetts and the plans of the American Library Association.

Adjourned.

E P. Sothier
Secretary.

January 23, 1918.

The Commission met at the State House.

Present:

Mr. Belden
Mr. Wildman
Mr. Howes
Miss Bancroft
Miss Sohier

The war work of the Commission was considered in detail and Mr. Belden reported on the present plans of the A. L. A. for Camp Libraries and other libraries and for providing books for transports.

The office report was read and placed on file. Foreign traveling libraries had been sent to four towns. Miss Campbell had visited Athol and Gardner and had spoken to the senior students at Simmons College. A collection of books had been sent to Jay Head. Twenty-seven candidates entered for the examination held on November 20th. The examiners were Mr. Evans, Miss

Hooper and Miss Jones. All but one of the candidates passed. There have been many requests at the office for assistant librarians and those who passed examination have been recommended first.

Eleven assistants from the Somerville Library visited the Commission office and Miss Jones gave them a talk on general subjects and Miss Campbell on foreign work.

Adjourned.

E P. Sohier
Secretary.

February 25, 1918.

The Commission met at the Hall House.

Present

Mr. Belden
Mr. Wellman
Mr. Howes
Miss Bancroft
Miss Sohier

also by invitation Mr. Coolidge representing the Library War Council of the American Library Association.

Plans for the dedication of the library at Camp Devens were discussed and also the general provision for war work.

The office report was read and placed on file. Books concerning the war had been sent to 37 libraries. Foreign traveling libraries in Greek, Italian, Polish and Yiddish had been sent to Camp Devens and 12 other foreign libraries had been lent to public libraries.

Miss Amy Bernardy, a special commissioner for the Italian government, had consented to speak to the Italian soldiers at Camp Devens, and Lt. Ferelli, in American-

born Italian who volunteered his services to the Italian army and was invalided back, will explain Italian methods of warfare and answer questions. The object of the meeting is to inspire these soldiers with the same spirit that has been shown by the soldiers of Italy.

Mr. Lowe has given a talk on war work at the Men's Club in Hudson.

A letter had been received from Miss Donnelly asking whether the Commission intended to have a summer conference this year in cooperation with Simmons College.

Voted: To hold the Conference in cooperation with Simmons College, the arrangements to be decided later after the Commission had ascertained what appropriation the legislature would provide for its expenses this year.

A list of 100 war books having been prepared by the Western Massachusetts

Library Club, it was

Voted: That the Commission would purchase 1000 copies and the Chairman was authorized to purchase additional copies if necessary.

Adjourned.

E. P. Sohier
Secretary.

March 20, 1918

The Commission met at the State House

Present

Mr. Belden — Miss Bancroft
Mr. Willman — Miss Sohier
Mr. Howes

The office report was read and placed on file. Miss Jones had lectured at the Lowell Normal School where Miss Kimball, the librarian, is giving a course on library work to prepare the pupils to use the libraries in small towns. Twelve of the pupils this year are to go into the country towns for a year. The Commission will be given a list of the towns and will cooperate in all possible ways in making them to use the libraries.

Miss Guerrier has offered to give a week's time to conferences with librarians on food conservation. Librarians are asked to assist at the Food Show in April under direction of Miss Guerrier in the hope that they may receive

inspiration and suggestions for local exhibits.

Miss Wiggin has visited libraries in southeastern Massachusetts as a substitute for Mr. Lowe.

There have been constant calls for library assistants.

It was

Voted: To hold the summer conference as usual.

Voted: To send a circular letter to a selected list of librarians suggesting the great importance of training librarians to take the places of those who are leaving libraries for war work and suggesting that training classes shall be established if possible and offering the assistance of the Commission in lectures and other ways.

The chairman reported that the dedication of the library at Camp Devens had been a great success and that both the Governor and General

Hodges had shown great interest and appreciation.

Adjourned

E P. Sohier

Secretary

April 17, 1918.

The Commission met at the State House

Present

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Sohier

The office report was read and placed on file. Since the last meeting, five foreign traveling libraries had been sent out. The Colonial Dames, who have annually given libraries in foreign languages to be circulated through the Woman's Education Association, have this year sent $50. for Finnish books to be purchased and circulated by the Commission. Three libraries are now waiting for Finnish books which the Commission is unable to supply owing to the failure of the legislature to make the appropriation asked.

Miss Guerrier has attended meetings of librarians at Springfield, where 12 libraries were represented and at Somerville where 25 librarians were

present; 46 librarians assisted at the Food Fact booth at the Food Show. Constant calls for recipes had been received. After much discussion it was

Voted: To offer to distribute recipes from the state Food Administration if they can be supplied for libraries.

Other plans were discussed in case no satisfactory arrangements can be made to secure an adequate supply and the matter was referred to the chairman.

It was

Voted: To hold the summer Conference at Simmons on July 30, 31 and August 1st.

Letters were read from a number of librarians in answer to the appeal for the establishment of training classes. Twelve replies had been received. Several of these letters emphasized the difficulty of obtaining in the smaller libraries apprentices who could be properly trained and urged that classes could

be maintained by the larger libraries.

Miss Wiggin has given instructions to the schools at Medfield and has given talks to the high school and the grades in W. t. Nursery.

Adjourned

E P. Sohier
Secretary

May 28, 1918.

The Commission met at the Boston Public Library.

Present

Mr. Belden
Mr. Howes
Mr. Wellman
Miss Bancroft
Miss Sohier

The report from the office was read and placed on file. Mr. Love had spoken to a club at Hudson and to school children at Grafton. At Norton he had attended a meeting of the trustees and addressed a large meeting on war work. At Rockland he had made a survey of the library for the trustees. He had also visited Chelmsford, Westford and Wakefield. He found great need of library facilities at Camp Plunkett which the library was unable to meet. Miss Wiggin had visited Groveland, East Lynnfield and Lynnfield Centre. Mrs. Arnold is to catalogue the Southwick Library. Miss Pritchard, librarian at the Bridgewater Normal School, has asked for someone to represent the Commission at a meeting of

Normal School principals in September. Ten foreign traveling libraries had been sent out. Miss Campbell had spoken at the Newton group of librarians. She had by request secured Mme. Huard to speak at Camp Devens, the expenses being paid by members of the Commission and of the Woman's Education Association. Over 3000 soldiers were present. She had arranged for an Italian meeting in Woburn, the expense being met by the National Civic Federation. She had visited Camp Devens twice about foreign books.

Voted: To send a representative of the Commission, if possible, to each of the Normal Schools, to interest the graduates in the use of the libraries in the towns in which they teach next year.

Voted: To reengage Miss E. Louise Jones as general secretary and library adviser with the consent of the Governor ~~for a period not exceeding three years~~ at a

salary of $1800, and that the chairman and Miss Bancroft represent the Commission in requesting authority for the increase of salary.

Voted: In consideration of the greatly increased value of the services of Mr. John Adams Lowe, both in war work and the general work of the Commission, to request of the Governor and Council an increase in his salary to $3060 and that the chairman and Miss Bancroft represent the Commission in presenting this request.

Voted: To hold an examination for librarians in the autumn.

Adjourned

E P. Sohier

Secretary.

June 19, 1918.

The Commission met at the Boston Public Library.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

The report from the office was read and placed on file. Books had been sent to 31 libraries. Miss Campbell had spoken at the Westfield and North Adams Normal Schools; Mrs. Rich at Hyannis; Mr. Love at Fitchburg; and post cards addressed to the Commission had been sent to Bridgewater and Lowell for distribution to the seniors. Mr. Love is visiting libraries in the western part of the state. Invitations to the Conference have been sent to about 35 librarians. Miss Campbell had visited Springfield, Westfield, Adams, North Adams, Clarksburg, Williamstown and Florida. A Polish traveling library has been sent to Southwick and an Armenian to Camp Devens.

The needs of the American Library Association and of war work of all kinds was discussed.

The state of Massachusetts, by the Special Act passed in 1917, had proved its desire that the Commission should aid in war work even with funds which had been appropriated for other purposes. The Commission felt assured that the governor and people of the state would approve of all assistance which could be given to camp libraries and other agencies for the benefit of soldiers and sailors. The best assistance at present could be given through Mr. Lowe. Miss Jones and Miss Campbell had offered to assume much of Mr. Lowe's work in order to release him for war work. Advisory visitors had also offered to act as his substitutes. Mr. J. Randolph Coolidge, Jr., had offered to go anywhere his services would be useful. Miss Loring had offered to visit any libraries in Essex County with the assistance of Miss Wiggin, and Mrs. Agassiz had offered the services of Mrs. Rich at her expense for Cape Cod.

It was

Voted: That with the approval of the Chairman, Mr. Lowe be authorized to devote so much of his time as may be necessary to the supervision of library war work until November 30th.

Adjourned

E. P. Sohier

Secretary.

October 14, 1918

The Commission met at the State House.

Present

Mr. Belden — Miss Bancroft

Mr. Howes — Miss Sohier

The office report was read and placed on file. Books had been sent to 26 towns. Miss Jones had visited 16 libraries and conducted a round table at the Cape Cod Library meeting at Falmouth. The libraries at Monterey and Mill River had been recatalogued by Miss Sigler; Norton by Miss Wiggin; Southwick by Mrs. Arnold and Wareham by Miss Kennedy. Thirty-five foreign traveling libraries in 12 different languages, including ten to Camp Devens in 9 languages, had been sent out. Miss Campbell had visited several libraries and had assisted in foreign and other work at Camp Devens. She had attended a meeting of the Italians at South Sudbury and spoke at Manchester, N. H., on behalf of the War Work Campaign.

The summer conference was held at Simmons College from July 30 to August 1. The Commission paid the expenses of 26 librarians and 71 other persons attended the conference, in all 97.

Estimates for the next year were discussed. It was

Voted: Not to ask for any additional appropriation for general expenses, but to ask for the increase of Mr. Love's salary to $3060.

At the time Mr. Love was engaged, the Commission represented to the Governor that the salary of $2500. was based on the fact that he came to the work with no special experience and that the Commission believed he should receive a higher salary before the expiration of the first years for which he had been engaged. He has proved in every way more efficient than was expected and the Commission feels he would be entitled to a higher salary than

he now receives, even if there had been no increase in the cost of living.

It was

Voted: To recommend an increase in Miss Campbell's salary to $2820.

It was also

Voted: To ask permission to raise Miss Jones' salary to $1800. and Miss Liston's to $1200, these salaries being paid from the general appropriation.

Adjourned

E P. Sothier
Secretary

November 20, 1918.

The Commission met at the Boston Public Library.

Present

Mr. Belden
Mr. Wellman
Mr. Howes
Miss Bancroft
Miss Sohier

The office report was read and placed on file. General collections of books had been sent to 36 libraries; 3 foreign traveling libraries had been sent to Camp Devens and 5 to other libraries.

The advisability of asking for an appropriation for foreign books and the probable amount required were discussed and it was voted that the chairman after conference with Miss Campbell be authorized to add a recommendation to the report that a special appropriation be made for this purpose.

The chairman was authorized to append the names of the commissioners to the report and present it as the report of the Commission.

Mr. Willman reported that he had attended a meeting of the Committee of Conference to which he had been appointed to represent the Commission. The committee consists of Mr. Kingsley, Agent of high schools of the Board of Education; Mr. Willman, representing the Library Commission; and Miss Martha Pritchard, President of the New England Association of School Librarians.

Mr. Willman on attending the meeting found that it seems to have been called with the intention of considering possible legislation, but that no action was taken. He had prepared a paper on library work in schools and their relations with the local public libraries. This paper he read to the Commission and it was voted to print it in the annual report.

Adjourned

E P. Sohier
Secretary.

December 30, 1918.

The Commission met at the State House.

Present

Mr. Belden
Mr. Willman
Mr. Howes
Miss Bancroft
Miss Sohier

The office report was read and placed on file. General collections of books had been sent to 19 towns and 11 foreign libraries had been sent out. Mr. Howes had spoken at the Old Colony Club at Middleborough. Miss Wiggin is giving talks for school children at Medfield and is overseeing the cataloguing at South Lynnfield.

The examination for librarians was held on November 29th. Only 4 persons took the examination and none passed.

A letter was read from the Secretary of the Indiana Library Commission asking that the Commission should join in protesting

against the increased cost of the A. L. A. booklist. The Commission sends a number of copies to small libraries. The matter was referred to the chairman.

The chairman reported that after consultation with Miss Campbell he believed it was inexpedient to ask for a special appropriation for foreign books this year.

Voted: To purchase 2500 copies of the Springfield list of books for new Americans.

Voted: To authorize the chairman to apply for additional room for the Commission.

Adjourned

E P. Sohier
Secretary

January 28, 1919.

The Commission met at the Boston Public Library

Present

Mr. Belden — Miss Bancroft
Mr. Willman — Miss Sohier
Mr. Howes

The records of the last meeting were read and accepted. The office report was read and placed on file. General collections of books had been sent to 6 libraries and a list of Roosevelt to 55; 9 foreign traveling libraries had been sent out. Mr. Lowe had visited Quincy to advise upon conditions there and had visited Berlin to consider the possibility of a new building. Miss Wiggin has continued school instruction in several towns and is to start instruction at Winchendon. Miss Campbell had spoken at 4 Americanization meetings.

Visitors asking advice had been even more numerous than usual, including the new librarians at Quincy and Stoneham, and Mr. Newburg of the Free Religious

Association, who has been doing much work on the Cape. He hopes to establish a library at West Dennis, a village on the South Side of the Cape, at a distance from the town library on the North with no connection.

Application has been made to the Commission to recommend candidates for positions for which no suitable person is available. The salaries vary from $600 to $1500.

Miss Bancroft had been appointed as the representative of the Commission on the National Board of Child Welfare.

The Chairman read a paper from Mr. Lowe written at his request outlining the most desirable work for the Commission for the coming year. Mr. Willman expressed the opinion that the most valuable work which could be accomplished would be establishing supervising librarians. Other members of the board, while recognizing the great advantage of such supervising librarians, represented

the difficulties which had been met in the past from the reluctance of trustees to adopt the plan and contribute towards the expense as is done with superintendents of schools. Advisory librarians or agents working for the Commission had been welcomed and useful, especially in Berkshire and the Cape.

On motion of Mr. Wellman, it was

Voted: To ask the members of the staff to consider the problem of improving the libraries in the smaller towns by establishing supervising librarians, and also to ask them to report on the direct benefits from the work of Miss Wiggin and others as instructors and advisers.

The subject of pensions for librarians was brought to the attention of the board and the question was discussed. Mr. Belden explained the system of the state which applies to the staff of the Commission. Mr. Howes was requested to ascertain

facts concerning other pensions and report to a future meeting.

Adjourned

E P Sohier
Secretary.

February 25, 1919.

The Commission met at the Boston Public Library.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The office report was read and placed on file. General collections of books had been sent to 11 libraries and foreign libraries had been sent to 12 towns. Miss Campbell had spoken at the Pomona grange at Newburyport, at the Americanization meeting in Attleboro, and to the post graduate class at the Winsor School, and had visited Lowell to suggest to the librarian ways of cooperating with the Americanization movement there.

Miss Jones had visited Reading to advise on cataloguing, and Saugus to give advice and assistance in moving into the new library.

Mr. Lowe had spoken at the North

Adams Normal School, had attended a class of instruction for 7th grade pupils by Mrs. Furst, and had a conference with Mr. Merriam, superintendent of schools, concerning the small towns in his district. At Hancock, he had held a conference with the trustees regarding the new library building. At Blackstone, he had had a conference with Mr. Gardner, superintendent of schools, regarding a possible war memorial library for Blackstone. Mr. Gardner had asked for books to use in the schools in his district and had promised to take the books in his automobile to the schools, and take charge of returning and exchanging them. It was

Voted: To send books to Blackstone and Seekonk at Mr. Gardner's request, Miss Chandler having promised a traveling library to Millville, a new town set off from Blackstone which

has not yet established a public library.

Mr. Lowe had spoken at a public meeting in Millville to urge immediate action in establishing a library there. He had also attended a conference of supervisors of the A. L. A. Library War Service and addressed the school of Social Workers.

Mr. Lowe was present during the latter part of the meeting and made a verbal report. He also presented a written report on results of field and school work as requested by Mr. Wellman, which was placed on file.

Adjourned

E P. Sohier
Secretary.

March 6, 1919.

The Commission met at the Boston Public Library.

Present

Mr. Belden
Mr. Wellman
Mr. Howes
Miss Bancroft
Miss Sohier

also Mr. Lowe, Miss Campbell and Miss Jones.

The future work of the Commission was discussed. No formal action was taken.

Adjourned.

E. P. Sohier
Secretary.

April 21, 1919.

The Commission met at the Boston Public Library.

Present

Mr. Belden — Miss Bancroft

Mr. Wellman — Miss Sohier

Mr. Hawes

also during part of the meeting Mr. Lowe and Miss Jones.

The report of the last meeting was read and accepted. The office report was read and placed on file. Mr. Lowe had visited the Fitchburg Normal School; had conferred on library building projects with committees from Berlin, Blackstone, Marblehead, Millis, Webster, Wellesley, and upon the establishment of a free public library at the new town of Millbrill where a petition has been generally signed for a special town meeting to consider the subject.

Mr. Lowe intends to visit the normal schools in all parts of the state to interest the pupils in the use of local libraries in the towns

where they are to teach, and to explain what the libraries and the Commission can do in cooperation with the schools.

Collections of foreign books had been sent out. Miss Campbell, making Springfield her headquarters, had visited the libraries in that neighborhood and had spoken at several other places.

The subject of pensions was discussed. The library club had appointed a committee to consider the subject and the Commission decided to await its report before making any further investigations.

The consolidation of Commissions as affecting the Library Commission was discussed and the chairman was authorized to represent the Commission should any occasion arise.

Adjourned

E P. Sohier
Secretary.

May 12, 1919.

The Commission met at the Boston Public Library.

Present

Mr. Belden Miss Sohier

Mr. Wellman

The records of the last meeting was read and accepted. The report from the office was read and placed on file. General collections of books had been sent to three libraries. Holt's "Care and feeding of children" had been sent to 59 libraries.

Mr. Lowe had spoken at the Worcester, Salem and Bridgewater Normal Schools and at an Institute at Winchendon, visiting libraries in that part of the state.

Miss Campbell, making Springfield her headquarters, had visited towns in that neighborhood. Five foreign libraries had been sent out.

It was

Voted: With the consent of the governor

to send the chairman of the Commission and one member of the staff to the American Library Association conference at Asbury Park.

Adjourned

E P. Sohier
Secretary.

June 19, 1919

The Commission met at the Boston Public Library.

Present

The records of the last meeting were read and approved. The office report was read and placed on file. General collections of books had been sent to 8 libraries; Audubon bird charts to 3, and foreign libraries to 11 towns. Mr. Lord had visited 19 libraries and had conducted institutes at Taunton and Winchendon. Mr. Lord had spoken to the Parent-Teachers' Association in Norwell and urged the formation of a library association for Accord. The library at Norwell Center (4 miles away) is a parish library. The trustees of the Jones' library voted a week later, to establish school deposits and lend books to a new association if formed. At West Dennis 16 women have started the Women's Education association of West Dennis holding meetings for discussion of literature

and art. Miss Chandler has given about 75 books and sent a traveling library. These are kept in a private home. Mrs. Sours had urged a definite organization and the building of a library. Action will be taken in the fall. Mrs. Furst had instructed the junior and senior classes at Adams and given a talk to teachers of public and parochial schools.

A letter from a committee representing the normal schools of the state asking if the Commission would publish a manual for use of prospective teachers and librarians was read.

It was

Voted: To furnish all possible aid and information to the committee.

Adjourned

E. P. Sohier
Secretary.

September 29, 1919.

The Commission met at the State House.

Present

Mr. Belden — Miss Sohier
Mr. Howes — Miss Bancroft
Mr. Wellman

The records of the last meeting were read and approved. The office report was read and placed on file. General collections of books had been sent to 9 libraries; Mr. Lord had visited 21 libraries, and Miss Jones had visited 15 libraries. Thirty-two foreign libraries had been sent out and Miss Campbell had visited 7 libraries and branches and libraries around Hampton.

It was

Voted: That the request of Winchendon for instruction by Miss Wiggin be referred to the chairman.

It was

Voted: That the request of Hampden

for assistance in rearranging its library be referred to the chairman.

It was reported that Millville had accepted the Act of 1890, and elected trustees and had received the $150. from the state.

It was

Voted: To hold examinations this year, the details to be arranged by the chairman and a committee appointed by him.

The subject of the budget was discussed and it was decided to consult Mr. Raymond before taking further action.

Adjourned

E P Scherer
Secretary.

October 8, 1919.

The Commission met at the State House

Present

Mr. Belden — Miss Sohier
Mr. Howes — Miss Bancroft
Mr. Wellman

The records of the last meeting were read and accepted. The chairman with great regret informed the Commission that Mr. Lowe would probably accept an offer of the position of assistant librarian in Brooklyn, N. Y., at a salary of $4000. He would be made the superintendent of the branch libraries and act as substitute for Mr. Hill during his absence. The position could not be formally offered to him until the selection by the librarian had been confirmed by the trustees, but Mr. Lowe had by request visited Brooklyn where he had met a number of the trustees and there seemed little doubt that he would receive the appointment. Letters from Mr. Lowe

and from Mr. Hill were read. Mr. Love had been engaged by the Commission for a term of five years which would terminate on March 1st. Both the chairman and Mr. Love had asked that he might be allowed to remain and complete his five years term, but it was impossible for the Brooklyn library to wait so long. The Brooklyn librarian, Mr. Hill, was anxious that Mr. Love should come to Brooklyn at once. The Commission felt that this would be impossible. After discussion it was

Voted: That in case Mr. Love accepted the position the chairman should be authorized to decide on behalf of the Commission the date at which he could be released from his present position.

The question of a successor to Mr. Love was considered. The Commission was unanimous in the belief that a higher salary would be necessary in order to secure any man competent to satisfactorily fill the position. It was

therefore

Voted: To endeavor to secure a salary of $3000. for the new agent and the chairman was asked to ascertain what steps must be taken under the present laws to secure this salary. Under existing law a citizen of Massachusetts must be given preference in appointments and after some discussion it was the opinion of the Commission that Mr. S herman of Lynn, who had shown marked ability in his war work and in other ways, was the most promising librarian in Massachusetts for the work of the Commission. It was

Voted: That in case Mr. Lowe accepted the Brooklyn position the chairman should be authorized to ascertain whether Mr. S herman would accept the position of agent for the Commission.

It was also decided to obtain full information concerning Massachusetts men

now serving outside the state in order to secure as wide a choice as possible.

Reports were made by the chairman, Mr. Howes and Miss Sohier as to the results of consultations with Mr. Raymond and the auditor.

A discussion followed as to the appropriations to be asked this year. It was

Voted: To ask $9740. for personal services exclusive of those paid from aid to towns.

Voted: To ask for the following increases in salary:

Salary of the agent to $3600.
Miss Campbell's salary to 3060.
Miss Jones' salary to 2000.
Miss Liston's salary (60) to 1140.

The chairman was authorized to present on behalf of the Commission the estimates required for the budget.

Adjourned

E P Sohier
Secretary.

November 5, 1919.

The Commission met at the State House.

Present

Mr. Belden — Miss Bancroft

Mr. Howes — Miss Sohier

Mr. Willman

The records of the last meeting were read and accepted. The office report was read and placed on file. Books had been sent to 21 libraries and 8 foreign libraries had been sent out. Mr. Lowe had visited Hanover, Everett and Nahant. Miss Jones had arranged the books in the new Hampden library. Miss Campbell had visited Greenfield, Fitchburg and Worcester and had spoken at Whitinsville at a meeting of the D. A. R.

A letter from Mr. Hill of Brooklyn was read explaining the pressing need of Mr. Lowe's services as early as possible.

It was

Voted: To release Mr. Lowe before December 1 and leave the date and arrangements to the chairman.

Possible agents to replace Mr. Lowe were discussed.

Adjourned

E P. Sohier
Secretary.

December 15, 1919.

The Commission met at the State House.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

The records of the last meeting were read and approved. The office report was read and placed on file. General collections of books had been sent to 45 libraries, 9 foreign libraries had been sent out.

Miss Jones had visited eight towns, assisting in the revision of the catalogue at Bernardston and in moving and arranging the books in the new library at Berkley. Miss Wiggin had revised the catalogue at West Medway, given school instruction at Winchendon, addressed the Parent-Teachers' Association in Hull and is cataloguing the James Library at Norwell.

The question of a successor to Mr. Love was discussed and several candidates considered. It was

Voted: To authorize the chairman to

offer the position to Mr. Walter L. Briggs of Harvard, subject to the approval of the Governor and Council.

Miss Liston requested leave-of-absence for four months. The application was referred to the chairman with power to engage a substitute.

A letter from Mr. Love was read expressing his regret at leaving the Commission and his appreciation of his pleasant relations with its members and of the opportunities which the work had offered him. It was Voted: To place in the records the following minutes relative to Mr. Love, and to publish them in the annual report.

"John Adams Love resigned from the librarianship of Williams College Library and accepted the position of Field Agent of the Free Public Library Commission of Massachusetts on March 1, 1915. He held this position until December 1, 1919, when he severed his connection with the Commission in order to become assistant librarian of the Brooklyn

Public Library.

During the entire period of Mr. Love's service he proved himself a faithful and efficient public servant. He was untiring in his efforts to assist boards of trustees and librarians in their varied problems of administration; he won loyal friends through his uniform courtesy, cheerfulness, tact and ability, not only in Massachusetts but throughout the library profession, so that at the time of his resignation, he was serving his second term as President of the Massachusetts Library Club and was also President of the League of Library Commissions.

During the war, Mr. Love was representative of the American Library Association and the Library Commission in Library War Work, first at Camp Devens and then throughout the State. The Commission has only satisfaction and pride in his achievements in that new, strenuous and trying service.

In leaving Massachusetts to accept a position of honor and importance in the library system at Brooklyn, Mr. Love has the respect and affectionate regard of the members of this Board and the office staff of the Commission, and one and all wish him continued success and many years of happiness and contentment in his profession."

Adjourned

E. P. Sohier
Secretary

January 28, 1920.

The Commission met at the Boston Library:

Present

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Bancroft
Miss Sohier

Also by invitation, Mr. John Moulton of Haverhill, President of the Massachusetts Library Club.

The records of the last meeting were read and approved.

The office report was read and placed on file.

Books had been sent to 15 libraries.

Miss Jones had visited Charlton and Oxford and weeded out books at Sturbridge and Valhant.

Mrs. Rich had visited 6 libraries on the Cape and has arranged for the appointment of a committee representing the libraries of the 7 villages to endeavor to secure an appropriation from the town of Barnstable.

Miss Wiggin had visited Lynnfield

to estimate the cost of recataloguing, had addressed the Parent Teachers Association at Vowell, and met with the trustees there, and has spoken to the Accord Teachers Association at Accord, and given advice as to the new library there. She has given instruction in Rockland to the schools on the use of the library.

17 Foreign libraries have been sent out.

Miss Liston has resigned.

Miss Hyde, who was engaged as substitute has left and Miss Knight is coming on February 1st to take her place.

In the recommendations of the budget to be submitted to the legislature, $410 is allowed for Miss Campbell's increase, making her salary from June 1st $2820.

The chairman announced that he had been notified by the A. L. A. that 5,000 books from the collection purchased for soldiers would be sent to the Massachusetts Commission. These books would be chiefly technical. The best use of these books was

discussed and Mr. Moulton suggested that he could make some of them very useful in northeastern Massachusetts, and he would agree to undertake the custody of them at Haverhill for the benefit of that section.

Similar small collections could be placed in other sections of the state.

A letter was read from Miss Kathleen Jones suggesting an organizer of libraries in the State Institutions as an extension of the work of the Commission. It was

Voted: That the Commission would gladly undertake such supervision of libraries in State Institutions if requested to do so, and authorized by law, but was of the opinion that the initiative from outside the Commission would be more effective in bringing this to pass.

Adjourned

E. P. Sohier
Secretary

February 4, 1920

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Bancroft
Miss Sohier

The office report was read and placed on file.

Since the last meeting books had been sent to 7 libraries.

Mrs. Rich had reported that a committee had been appointed representing the 7 villages of Barnstable. An appropriation of $1000 is to be asked for at the town meeting. There are 7 libraries in the town which have been entirely supported by private aid.

4 foreign libraries have been sent out.

The chairman reported that in accordance with the vote of the Board, Mr. Briggs of the Harvard College Library had been offered the position of Agent and had declined.

The chairman in accordance with the

vote of the Board on October 8, 1919, had again conferred with Mr. Sherman of Lynn to ascertain whether he would accept the position at a satisfactory salary, and a letter from Mr. Sherman was read agreeing to accept the position.

Voted: To authorize the chairman to ask the approval by the Governor and Council of the appointment of Mr. Sherman at a salary of $3600 and to leave all details of the engagement to the chairman.

A conference with Dr. Smith, director of the Board of Education followed, and future work and cooperation was discussed.

Dr. Smith requested that a report of all important votes or action should be made to the Board of Education each month. He expressed much interest in the proposal to obtain by legislation an organizer of libraries in State Institutions and believed such direction would be very valuable, especially in reform institutions. He stated that the action of the

Board of Free Public Library Commissioners — in this case was an illustration of the class of votes which it would be desirable to report to the Board of Education which could assist in the movement, although he agreed with the Free Public Library Board that the initiative would be more successful if it came from outside.

The name of the Board in the future was discussed. Under the law it seemed to be clearly the Board of Free Public Library Commissioners, although now only a division of the Department of Education. As a matter of convenience and to avoid confusion in work with the libraries of the State, it seemed important to use this name. It was hoped that in conversation and correspondence the simpler form of the Free Public Library Commission or Commissioners could be retained.

The future quarters of the Commission were considered and the importance of

a suitable place for the work.

Adjourned.

E P. Sohier
Secretary

March 17, 1920.

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Sohier

Records of last meeting read and accepted.

Office report read and placed on file.

Books had been sent to 12 towns.

As a result of the efforts of the Commission Barnstable has for the first time made an appropriation for its 7 libraries, and Accord and Harwichport have received appropriations from Yarmouth and Harwich.

Many new buildings have received attention at the office.

Mr. Waite of Topsfield asked information and advice concerning a memorial building in Topsfield which the town has voted to build within 5 years.

Mr. Woodward of Wellesley asked advice as to a memorial building in Wellesley at an estimated cost of $110,000.

Wakefield, Salisbury, Webster, Monterey, Amherst and Gill had asked advice as to proposed library buildings.

15 foreign collections of books had been sent out.

The chairman reported that about 15,000 books had been received from the A. L. A. Miss Wiggin is at present sorting the books at the Boston Library.

About 4,000 foreign books had been sent to the State House.

Over 1,000 books had been selected by Mr. Moulton for Haverhill where they will be lent to towns in that section of the state, preference being given to returned soldiers.

Mr. Wellman agreed to make a selection for Springfield, and the Boston Library will take about 5,000 for similar use.

The advisability of placing books in other central libraries was considered, provided they are willing to lend to other libraries their own books as well as

those received from the Commission. The libraries suggested were:-
Newton, Greenfield, North Adams, Northampton, Pittsfield, Brockton, New Bedford.
Greenfield and North Adams already lend to their neighbors, and Northampton lends very freely to all towns in Hampshire County and to Whately in Hampden County. The other libraries send books more or less frequently and would undoubtedly feel more free to do so if the people of their own towns should receive the benefit of the books sent by the Commission. The chairman was authorized to write to such libraries as he thought expedient and ascertain whether they could use the books in the way suggested and to use his discretion as to the books which should be sent.

The chairman reported that the appointment of Mr. Sherman at a salary of $3,600 had been approved by the Governor and Council and that he hoped

he would be able to assume his duties by May 1st.

Mr. Sherman was present during the latter part of the meeting and various problems were discussed.

At present the efficiency of the Commission is endangered by the apparent difficulty in securing quarters in which its medal work can be accomplished.

Adjourned

E P. Sobrier
Secretary.

April 1, 1920.

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Sohier

Records of last meeting read and approved.

Office report read and placed on file.

General collections of books had been sent to 7 libraries. Many applications for foreign books have been received, but without adequate quarters it has been impossible to fill them.

The Chairman reported that Newton and Brockton had received A. L. A. books from the Commission, as local centres.

After discussion of the new relations of the Board with the Department of Education, it was

Voted: "That no appointments to the staff of the Division of Public Libraries shall hereafter be made by the Board of Free Public Library Commissioners.

without the approval of the Commissioner of Education or in accordance with such regulations as he may approve and that no requests for increased salaries shall be made unless with his approval."

The above vote is understood by the Board to require the direct approval of the Commissioner of all permanent appointments and to provide that appointments of volunteer advisory visitors and local secretaries of library groups and of local or tempor. any paid workers in the field shall be made in such manner as the Commissioner shall approve.

Dr. Smith was present during part of the meeting and the work of the Board was explained to him; the vote of appointments was read and met with his approval. He also approved of the appointment by the director of the Board of volunteer visitors and secretaries of library groups and of

local or temporary paid workers. The impossibility of accomplishing the work of the Board was also explained.

Dr. Smith spoke of the importance of co-operation among the different Divisions of his department and gave an interesting statement as to his plans for the future.

The members of the Board gave careful consideration to the official relations of the Board and its staff to the Department of Education and directed the chairman to explain the new relation to the members of the Staff.

Adjourned

E. P. Sohier
Secretary

May 20, 1920.

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

Records of last meeting read and approved.

Office report read and placed on file.

Books had been sent to 7 towns.

There have been many requests for information as to salaries. Only 6 applications for positions have been made and there are now 30 places the Commission is unable to fill.

Advice has been asked as to many new buildings. The South Lynnfield librarian wishes to have a meeting of trustees, selectmen and others to decide as to the possibility of remodeling an old building as removal from the school building has become necessary.

The preliminary program for the Simmons institute was presented and considered.

Owing to lacks of space only 7 traveling libraries had been sent out. On addition to the many applications previously received, there have been 13 requests this month which it has been impossible to fill.

Miss Campbell had represented the Commission at the meeting of the Western Massachusetts Library Club and visited libraries in that neighborhood. She addressed the Woman's Club in Rockland and the Americanization classes at Boston University and Simmons Library School.

Mr. Sherman was present during part of the meeting and explained the unexpected changes in his family arrangements which made it impossible to leave his wife and two small children alone so much as would be

required from an agent of the Com. mission. He could however provide for his absence until October 1st and would assume his duties on May 15th after a meeting of his Board of Trustees, when he believed permission would be given. He had already received the cordial assent of the chairman and five other trustees. The Lynn Library would be glad to have him return in October and the chairman felt that in justice to the Commission which had waited so long, a tempor. ary arrangement should be made which would allow Mr. Sherman to act as agent for the Commission and give ample time for search for a successor.

All details were referred to the chairman.

Mr. Coolidge and Mr. Moulton were present by invitation to consider the enlarged program proposed by

the A. L. A.

It was voted:

"Resolved: that we, members of the Board of Free Public Library Commissioners at a meeting held in Boston on May 10, 1920, endorse the 'Books for Everybody' Program of the American Library Association as an educational and civic effort worthy of general support on the part of the citizens of the Commonwealth."

Adjourned

E. P. Sohier
Secretary

June 7, 1920

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Miss Bancroft
Mr. Redstone — Miss Sohier

The records were read and approved.

The Chairman announced Mr. Redstone's appointment to the Board and expressed great gratification at so valuable and welcome an addition.

A letter from Mr. Howes was read and the Chairman was requested to express to Mr. Howes its appreciation of the pleasant relations which had existed so long.

Office report read and placed on file.

General collections of books had been sent to four libraries. Miss Jones had visited four libraries, conducted a round table at Concord and given a talk to the staff of the Boston Library on Commission work. Mr. Sherman had

visited South Lyunfield to meet and advise the committee as to a new building. Miss Campbell had visited Grafton where the advice of the Commission had been asked as to the use of trust funds and the possibility of new buildings or other provision for libraries in the three villages. Mr. Coolidge had attended a meeting of trustees at Sharon.

The program for the Institute at Simmons had been prepared and arrangements made with the Strait Club for visiting librarians.

Representative Bidwell of Monterey had visited the office in regard to a new building at Monterey to be given by Mr. Caleb Jackson. Mr. Coolidge had given valuable advice.

The Chairman stated that he had received a letter from Mr. Bates, Commissioner of Corrections, asking the Board to send a representative to make a survey of institutional libraries. He had answered

the letter, offering the services of Miss Kathleen Jones.

Possible candidates for agent were considered and the employment of substitutes in different sections of the state. Mr. Moulton, Mr. Temple and Mr. Sherman have offered to assist in their localities and Mr. Coolidge and other advisory visitors have given valuable aid.

The Chairman stated that a union meeting of the Massachusetts Library Club and the New England Commissioners and librarians had been arranged at the Isles of Shoals on July first, and it was voted to ask permission to send representatives.

It was voted that the work of the Commission during the summer be referred to the director and Mr. Redstone with power and that they should be authorized and requested to represent the Commission before the Committee

on the Revision of the Statutes and elsewhere.

Adjourned

Elisabeth P. Sohier
Secretary

September 24, 1920

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Mr. Redstone
Mr. Wellman — Miss Bancroft
Miss Lobier

The records of the last meeting were read and approved.

The office report was read and placed on file.

General collections of books had been sent to fifteen libraries, special books on the Pilgrims to ninety-seven. Miss Jones had visited forty-eight libraries. She had attended a very successful meeting of the Cape Cod Club at Harwich, where it was proposed to hold a two-day meeting next year at Fairhaven. The roll call of the Cape libraries had proved very interesting and useful. Mrs. Rich had visited five libraries on the Cape. Miss Wiggin had had a remarkable success

in recataloguing the library at Southampton. Out of a population of 814, eighty-four different volunteers assisted.

It was voted to hold an institute at Fairhaven next year in co-operation with the Cape Cod Library Club.

Nine foreign traveling libraries had been sent out and a start had been made in distributing the foreign books given by the A. L. A., but the lack of room had made it impossible to open the boxes and arrange the contents. At the institute at Simmons College over 200 registered. The Chairman stated that the A. L. A. was considering holding its next meeting in Boston, and that invitations to do so had already been extended by the Governor and the Mayor of Boston. He read the letter he had prepared on behalf of the Board of Free Public Library Commissioners. The Board approved the letter and the invitation it contained.

A letter was read calling attention to the Service Record of Holy Cross College

and asking the aid of the Board in placing it in the libraries of the state. It was voted to buy a copy of the "Holy Cross Service Record" to lend to towns which cannot afford to purchase it.

The estimates for next year were considered. It was voted to ask that the salary of Miss Campbell be increased to $3000 and the salary of Miss Jones to $2400. It was voted to ask that the appropriation for aid to small towns be increased to $15000 in consequence of increased cost of such aid. It was voted to recommend that the Board be given authority to advise and assist libraries in schools and institutions and to call attention to the imperative need of adequate quarters for the work of the Commission which cannot at present be properly performed.

Voted, that the Chairman and Mr. Redstone be a committee to act on the estimates and to present the re-

commendations to Dr. Smith on behalf of the Board. Mr. Redstone reported the results of his interview with Mr. Lowell, of the Committee on the Revision of the Statutes, and reported that Mr. Lowell would recommend the changes desired, namely: to omit the limitation of Miss Campbell's salary so that her salary should be fixed in the usual way, and the changes necessary to retain outside of the Civil Service rules, the appointment of an agent, general secretary and other assistants employed by the Board.

It was voted to send to the smaller towns copies of a manual for Massachusetts voters. The purchase, possible binding and other details were referred to Mr. Redstone. Appropriations for clubs were referred to the Chairman.

The question of agent was fully discussed and records and letters were read. It was finally voted that the Chairman and Mr. Redstone, if the

appointment was approved by Dr. Smith, be authorized to offer the position to Mr. Josselyn or Mr. Lucht, in their discretion.

Adjourned

Elisabeth P. Sohier
Secretary

October 25, 1920

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden Mr. Redstone
Mr. Wellman Miss Bancroft
Miss Sohier

The records of the last meeting were read and accepted. The office report was read and placed on file. General collections of books had been sent to sixty libraries and the Manual for Massachusetts Voters to 150.

Miss Jones had visited nine libraries and had conducted round tables at the Western Massachusetts Library Club meeting, the meeting of Franklin County librarians, and at two group meetings. Arrangements have been made for an examination for librarians on November 20th.

Seventeen foreign libraries have been sent out and Miss Campbell has spoken at a group meeting at Norwood and a meeting of the Woman's Alliance at Springfield.

and visited nine libraries.

East Brookfield is considering the establishment of a library when it becomes a separate town on January 1st. The agent has explained the conditions under which it can obtain books from the state.

Mrs. Rich had visited seven Cake libraries. Miss Wiggin has been cataloguing the library at Hanover and the assistance she has received from the entire population including architects, stenographers, manufacturers and boy scouts is an example which should be utilized.

A serious question has arisen in Spencer. Under the will of Mr. Bemis in 1909 the sum of $15,000 was left to the town of Spencer to be expended by the trustees of the Richard Snyder library to build an annex to be known as the George Bemis Annex." The trustees now desire some alterations and improvements and would like to use the income of this fund instead of allowing it to accum-

ulate to build the Bemis Annex. The Commission was of the opinion that the interest of a fund left for the Bemis Annex was part of the fund and could not be diverted without authority of the courts. The intent of the donor was to build an annex to bear his name.

A request has been received that the Commission again write to trustees, urging the importance of increased appropriations to meet increased costs. The chairman read a letter he had prepared and it was voted to send it with some amendments.

The chairman read a letter from the A. L. A. offering books to the Commission. The books were chiefly technical and of recent date. About $500 would probably come to Massachusetts. The chairman was authorized to accept the offer.

The chairman reported that after some delay, Mr. Joselyn had declined the position of agent. After full consider-

ation of the possibility of securing a man who would be satisfactory, the Board decided it would be expedient to employ a woman, and it was voted that the chairman be authorized to offer the position of agent to Miss E. Louise Jones for the full term of five years and to endeavor to secure for her a salary of $3000, it being understood that the appointment is subject to the approval of Dr. Smith.

Voted, That in case Miss E. Louise Jones accepts the position of agent, the chairman be authorized to offer the position of general secretary to Miss E. Kathleen Jones.

Adjourned

Elisabeth P. Sohier
Secretary

November 22, 1920

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Mr. Redstone
Mr. Wellman — Miss Sohier

also during the latter part of the meeting
Dr. Smith.

The records of the last meeting were read and approved. The office report was read and placed on file. General collections of books had been sent to three towns and twenty-three foreign traveling libraries had been sent out.

Only four applicants took the examination and none of them wished to register for positions.

The librarian from Northfield applied for the loan of a few books of non fiction. It was voted to send them if the Woman's Education Association could not do so.

The chairman announced that the appointment of Miss E. Louise Jones as

agent had been approved by the Governor and Council.

Dr. Smith, after hearing the record of Miss E. Kathleen Jones, heartily approved of her appointment as General Secretary - and it was voted to appoint her as General Secretary and Library Adviser at a salary of $2400 for the term of three years, subject to the approval of the Governor and Council.

The impossibility of doing the work of the Board in its present quarters was discussed and Dr. Smith expressed his willingness to reopen the question with the Superintendent of Buildings.

Adjourned

E. P. Sohier
Secretary

December 20, 1920.

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Mr. Redstone
Mr. Wellman — Miss Bancroft
Miss Sohier

The records of the last meeting were read and accepted. The office report was read and placed on file. General collections of books had been sent to seven towns and nineteen foreign traveling libraries had been sent out.

Miss Jones by request had spoken to the Library Club of the Bridgewater Normal School and gave a report of the admirable work which is being done at Bridgewater.

In the absence of Mr. Belden, Miss Jones had represented the Board at a meeting of division heads of the Board of Education, where Dr. Smith explained what he wished for the general report

of the Department. Only a brief abstract of the library report will be required.

Mr. Belden reported that he had had an interview with Supervisor of Administration White and had been unable to secure a recommendation from him of a larger salary than $1800 for Miss E. Kathleen Jones as General Secretary and Library Adviser, but that Mr. White was quite willing an appeal should be made to the Governor and Council. In accordance with this suggestion, it was voted that the chairman be directed to apply to the Governor and Council for a salary of $2400 for Miss E. Kathleen Jones and to explain the impossibility of securing for $1800 a competent person to advise trustees and librarians on behalf of the Commonwealth.

At the request of the Board, Mr. Kimball, Superintendent of Buildings, was present during part of the meeting and the great need of adequate quarters

was explained.

Adjourned

E R Sohier

Secretary

January 23, 1921.

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Redstone

The records of the last meeting were read and approved. The office report was read and placed on file.

General collections of books had been sent to four towns and fourteen foreign libraries had been sent out.

A letter had been received from Miss Hall of New York urging the advisability of revising Miss Zaidee Brown's "Directions for the librarian of a small library" and suggesting that the American Library Association will furnish to this Commission at cost, copies needed.

The revision was referred to Miss E. Louise Jones in co-operation with Miss

Hall.

The chairman reported that Miss E. Kathleen Jones was unwilling to accept the position of secretary and general adviser at the salary of $1800 which had been authorized by the council. She would probably consent to fill the position temporarily at that rate. The chairman was authorized to engage her if possible for temporary work.

The opinion of the attorney general was received that the town of Worthington could appropriate money on the dog tax for the support of its library although the library is under private management, the library being open to the free use of all the inhabitants of the town and therefore a "public library" within the meaning of the statute. The opinion will be placed on file in the office.

Adjourned

E P Sohier
Secretary

February 21, 1921

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Redstone

The records of the last meeting were read and approved. The office report was read and placed on file.

General collections of books had been sent to twenty-four libraries and twenty-one foreign traveling libraries had been sent out. There have been constant calls from trustees for help and statistics to use in town meetings and in other ways.

The Greater Boston Chapter of the Military Order of the World War is to start a library for its members and is collecting books and pictures pertaining to the war. The Commission

has still on hand many such books received from the A. L. A. which might be useful.

Voted, To authorize the chairman to send A. L. A. books to the Military Order of the World War.

Letters had been received from Amherst Agricultural College offering to hold a conference there this summer similar to those held in former years. As arrangements have been made for a three days' institute at Simmons College, the Board decided that even the librarians in western Massachusetts would probably prefer to attend that conference and could also gain much from other opportunities in Boston.

Voted, That the Board of Free Public Library Commissioners regrets that it will be impossible to hold a library conference at Amherst this year.

The chairman announced that Miss E. Kathleen Jones had accepted an

appointment in Cleveland for three months and would leave Boston before March 1st. Several persons were considered for the position of general secretary and library adviser, but it was doubtful if they could be secured for the salary authorized.

Mr. Redstone, Mr. Wellman and Miss Bancroft were appointed a committee to study and report on a system of certification and standardization.

Adjourned.

E P Sohier
Secretary

March 28, 1921.

The Board of Free Public Library Commissioners met at the State House.

Present

Mr. Belden — Mr. Redstone
Mr. Wellman — Miss Bancroft
Miss Sohier

The records of the last meeting were read and approved. The office report was read and placed on file. General collections of books had been sent to eight towns and twenty-five foreign libraries had been sent out.

East Brookfield has accepted the act of 1890, and the one hundred dollars in books, authorized by that act, has been sent. There is much interest in the town but the present quarters are very inadequate.

Instruction in book mending is greatly needed but it has been impossible to secure any competent instructor.

Mr. Coolidge has spent a day at Gill,

conferring with the trustees about the new building. The conditions of the bequest make the problem very difficult and Mr. Coolidge's advice has been of great service to the Commission.

A letter from Amherst was read, regretting that the conference of librarians could not be held there this summer and hoping it might be possible to arrange for one next year.

Mr. Smith, having recommended for the position of General Secretary and Library Adviser Miss Mary C. Richardson who appears to be admirably qualified for the position, it was voted to authorize the director to ascertain whether she would consider the position at the present salary of $1800. In case her reply is unfavorable, the director was authorized to offer the position again to Miss Kathleen Jones upon the termination of her present engagement in June.

The convention of the A. L. A. in Massachusetts was considered. A small pamphlet might be needed and it was suggested that the Commission might join in providing it.

Voted, That the director and Mr. Pedestone be requested to confer with the Governor as to the propriety of printing such a pamphlet by the state, or some other provision for the reception of the visiting librarians.

Mr. Belden said that the Mayor had promised $500 which would be used for the reception in Boston.

Adjourned

E R Sotheer
Secretary

April 25, 1921

The Board of Free Public Library Commissioners met at the Boston Library.

Present

Mr. Belden — Mr. Redstone
Mr. Wellman — Miss Bancroft
Miss Sohier

The records of the last meeting were read and approved. The offic report was read and placed on file. General collections of books had been sent to three libraries and twelve foreign libraries had been sent out.

The stenographer, Miss Wall, had accepted a position in the Engineering Division of the State Department of Health at a higher salary than the board of Free Public Library Commissioners is authorized to pay.

A letter was read from Miss Richardson, declining to take the position of General Secretary and Library Adviser. It was a position she would especially

enjoy but she could not consider it at the salary offered. Her present salary is $2400 and she expects it to be increased to $2700 next year.

The great necessity of training librarians was discussed and it was voted to send a circular letter to librarians who might be willing to establish a training class or train a single pupil. The possibility of training men was considered but at present salaries it was feared there would be few candidates

Adjourned

E. R. Sohier
Secretary

May 23, 1921

The Board of Free Public Library Commissioners met at the Boston Library.

Present

Mr Belden — Mr. Redstone
Mr. Wellman — Miss Bancroft
Miss Sohier

The records were read and accepted.

The office report was read and placed on file. Eight foreign libraries had been sent out and Miss Campbell had visited fourteen places, most of them in the Connecticut valley.

Miss E. Louise Jones had visited and assisted a number of libraries chiefly on Martha's Vineyard and the Cape.

Miss E. Kathleen Jones began her work for the Commission May 11.

Miss May Dawson has been engaged as stenographer in Miss Hall's place.

Miss Ruby Tillinghast will be available for summer work.

Arrangements for the Summer

Institute was considered, including the advisability of including a visit to Plymouth.

Adjourned

E P. Sohier
Secretary

June 20, 1921.

The Board of Commissioners met at the Boston Public Library.

Present

Mr. Belden — Miss Bancroft
Mr. Redstone — Miss Sohier
Mr. Wellman

The records of the last meeting were read and approved.

The office report was read and placed on file.

Miss E. Louise Jones had visited a number of libraries. At Wendell she had superintended the arrangement of the new library. At South Dartmouth her advice was sought as to the establishment of a new library in that village.

Nine foreign libraries had been sent out. A letter from Commissioner Bates was read, asking for certain books for Edwin R. Snow, a prisoner serving a life sentence in the State Prison at Charlestown, the books to be turned over to the prison library when this man had read them. Although outside the usual work of

the Board, a strong desire to cooperate was expressed and the application was referred to the Chairman.

A letter from Gill was read concerning the plans for the new building. The Commissioners, while glad to give advice when requested, felt that only the local authorities could decide and that it would be unwise to advocate any special plans which local opinion did not approve.

Plans for the A. L. A. Convention were discussed and Mr. Belden, Mr. Redstone and Miss Bancroft were authorized to represent the Board and take such action as might seem advisable.

Adjourned.

E P. Sothier
Secretary

September 30, 1921

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden
Mr. Redstone
Mr. Wellman
Miss Bancroft
Miss Sohier

Records of the last meeting were read and approved.

The office report was read and placed on file.

The annual Institute for librarians was held at Simmons College July 12, 13 and 14. The number registered was 166. Of these 155 were from Massachusetts and 56 small towns were represented, 11 librarians from 10 other states, including Alabama and California attended the Conference. A tea at the Boston Public Library was substituted for the usual dinner.

A report on the organization, personal duties and activities of the Division was sent to Mr. Smith for the use of the Commission

on State Administration and Expenditures appointed under the Act of the last legislature. Representative Larson, a member of this Commission, visited the office to investigate personally conditions there and the work of the Board. He remarked on the bad air, crowded conditions and the impossibility of hearing what was said to him, owing to the noise.

The A. L. A. books which had been stored for a year in the State Library and also many left over from the War Service in the Boston Public Library were unpacked, sorted and distributed during August and September.

The Agent had visited 15 libraries.

At the Cape Cod Library Club the experiment was tried of paying the expenses of a few librarians as a substitute for attendance at the Institute in Boston.

Miss Ruby Billinghast had given instruction and aid in book mending during the summer to 11 libraries in addition to the demonstration at the Institute at Simmons College. Such instruction is greatly needed in many libraries

but it has been impossible to secure a competent instructor.

31 Foreign libraries had been sent out.

The future work of the Board was discussed and it was decided to endeavor to hold a meeting at which Dr. Smith could be present if possible and plans considered.

Adjourned

E P Sohier
Secretary

October 11, 1921.

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Mr. Redstone

Miss Sohier

The records of the last meeting were read and approved.

The office report was read and placed on file.

Since the last meeting several collections of books had been sent to 4 towns.

The future work of the Board was discussed and it was voted to ask for a meeting with Dr. Smith at the earliest possible date to consider any suggestions he might desire to make and to obtain his opinion as to any possible changes which would increase the usefulness of the work of the Board.

Adjourned

E. P. Sohier
Secretary

October 17 1921.

The Board of Free Public Library Commissioners held a special meeting at the State House to meet Dr. Smith and receive his recommendations as to changes and improvement in the work of the Board.

Present

Dr. Smith	Mr. Redstone
Mr. Belden	Miss Bancroft
Mr. Wellman	Miss Schiel

The possibility of any change being recommended by the Commission on State Administration and Expenditures was considered. Dr. Smith was of the opinion that the Commission was devoting its attention to the larger questions concerning State work, and that it was unlikely it would make any recommendation relating to libraries. He believed, however, that the Commission might think there was duplication in the work for foreigners and recommended that the title of the office held by Miss Campbell be changed so

as to show clearly that her work was in libraries and did not duplicate or conflict with the work of other departments. This recommendation was heartily endorsed by the Board and a request for such a change will be made. Consideration of the best way to accomplish the change was deferred to the next meeting.

The advisability of asking legislation to require certification of librarians was discussed. Dr. Smith felt that however desirable such legislation might be, it would be impossible to obtain. For a number of years he had endeavored to secure the certification of teachers and after his last failure, had decided he would never attempt it again, as it was a waste of time and energy which could be better employed in other directions.

The possibility of obtaining legislation to improve the libraries in State institutions was considered, and Dr. Smith approved of the efforts of the Board in that respect. Dr. Smith expressed a wish that more could be

done for school children, and the Board reported concerning what was now being attempted and suggested a closer co-operation, especially through school superintendents and the normal schools. Dr. Smith promised his assistance in accomplishing this result.

Adjourned

E P Sohier
Secretary

November 15, 1921

The Board of Free Public Libray Commissioners met at the State House.

Present

Mr. Belden
Mr. Redstone
Mr. Wellman
Miss Bancroft
Miss Sohier

The records of the last meeting were read and approved.

The office report was read and placed on file.

Books had been sent to thirty-three libraries.

Only two applications have been received to take the examination for librarians and one of the applicants does not wish to change her position.

A request for assistance has come from the Girls Parole Department and Miss Kathleen Jones has been able to give the aid desired. With the help of Miss Jordan of the Boston Public Libray she is preparing lists of books to be used. The girls are to report to their advisory visitors on the books read and receive a certificate for each list read. These

lists may be useful in reformatory institutions also.

The agent had visited fifteen libraries and the Bridgewater Normal School. The new librarian, Miss Knapp, is anxious to try a system of exchange whereby girls going into towns for practice work may have some experience in the local library. In exchange an assistant from the local library could go to Bridgewater and take Miss Knapp's course there and assist her in the library. A letter outlining the plan was read, which had been approved by Mr. Boyden and Mr. Kingsley.

It was voted, the Board approved the Bridgewater plan and will endeavor to co-operate. It may prove difficult for libraries to spare assistants, but the proposal can be made to give practice work even where an assistant cannot be given in exchange.

Thirty-three foreign traveling libraries had been sent out and Miss Campbell had visited five libraries and had spoken at three meetings.

It was voted that North Wilbraham be authorized to sell its set of Vital Records.

It was voted to approve the action of the library at this time in disposing of the volumes belonging to that town.

It was also voted to send a circular letter of inquiry to the small libraries as to their use of the Vital Statistics in order to decide what disposition should be made of them in the future.

It was voted to ask legislation to change the title of the office of director of work with a view so as to show clearly that the work was in libraries.

It was voted to ask for an increase from $10,000 to $15,000 in the appropriation for direct aid to towns and to include assistance to state and county institutions, such aid to include advice and supervision but not the gift of books which should be paid for from the institutional appropriations and not from the appropriations for the Board of Free Public Library Commissioners.

Mr. Redstone was requested to prepare the bills which must be filed with these recommendations.

Mr. Belden presented a letter from Miss Campbell resigning her position in order to accept a position in Virginia at a salary of $3,000 with a prospect of future increase. The Board was extremely reluctant to part with Miss Campbell and resolved to make every effort to induce her to remain.

It was voted to make another effort to obtain the increase on her salary to which the Commissioners felt her services entitled her.

Miss Campbell, by invitation, came before the Board and explained her reasons for wishing to leave and to accept a position in Virginia. The Board expressed the greatest regret and requested her to take further time before making a final decision.

Adjourned,

E P. Sohier

Secretary

December 12, 1921.

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

The records of the last meeting were read and accepted.

The Chairman reported that Miss Campbell after full consideration had definitely decided that she wished to be released from her engagement in order to accept the position offered her in Virginia.

The Board voted with deep regret to accept Miss Campbell's resignation to take effect January 1st.

The question of Miss Campbell's successor was discussed. The entire field of Massachusetts had been most carefully studied by the Director and other Commissioners in consultation with Miss Campbell and others. Letters of inquiry had been written to everyone who seemed likely to be able

to suggest a qualified successor to Miss Campbell. After diligent search, the Board had found no-one available and qualified. After prolonged consideration the Board was reluctantly of the opinion that there was no-one in Massachusetts qualified to fill the position. It was therefore decided that it would be necessary to seek a successor outside the state. Several names were considered and it was voted to obtain all possible information as to librarians who had been successful in similar work elsewhere, and to meet again in a week.

The office report was read and placed on file.

A letter concerning vital statistics had been prepared and would be mailed to the smaller libraries.

The Agent had visited 11 libraries and Mrs. Rich had reported on visits to 8 libraries on the Cape, 11 foreign libraries had been sent out. Miss Campbell had attended Americanization meetings at Roxbury and Newton and had spoken at the Education

Week meeting at Hadlow.

Mr. Dougherty as president of the Massachusetts Library Club had had a conference with Commissioner Dana of the Civil Service, at which he assured him that he had no immediate intention of including librarians in the civil service, and would confer with him, & Mr. Redstone, before doing so.

Information was included as to the experiment of certificates for books read which had been tried in Connecticut and elsewhere and which had been suggested for Massachusetts consideration & the plan was postponed.

Adjourned.

E. B. Sohier
Secretary.

December 20, 1921.

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden. Miss Bancroft
Mr. Wellman Mr. Redstone
Miss Sohier

Also - Miss Campbell and Miss E. Louise Jones.

The records of the last meeting were read and approved.

The meeting had been called in consequence of Miss Campbell's resignation and great regret was expressed to Miss Campbell by the members of the Board. Her advice as to the continuation of her work and as to the choice of a successor was asked. The Commission after diligent search had found no one available and qualified in Massachusetts, and Miss Campbell could suggest no one for a permanent position. She discussed the qualifications of several librarians who might possibly be able to secure leave of absence for a

temporary emergency. She considered the experience would be valuable and helpful in other work. A number of librarians doing work with foreigners in other states were considered and letters concerning them were read.

The suggestion that the Board print certificates of books read was taken up and after some discussion was referred to Miss E. Louise Jones to present some form of certificate which would be useful in the smaller towns after conference with librarians and representatives of the Board of Education.

Adjourned,

E P Sohier

Secretary

January 16, 1922.

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden — Mr. Wellman
Mr. Redstone — Miss Bancroft
Miss Sohier

The records of the last meeting were read and approved.

The office report was read and placed on file.

Collections of books had been sent to three towns. Seven vacancies had been filled in public libraries and one in the children's department of the City Hospital.

12 foreign libraries had been sent out and 50 copies of "Dante" published by the Italy-America Society of New York have been distributed.

The circular letter as to Vital Statistics has been sent to all towns in the state and replies have been received from most of them. Very few libraries report

that they wish to give them up.

Subscriptions to Wilson's "Standard Catalog Bimonthly" have been given to 31 small towns. This list is prepared with the assistance of various state commissions. Enthusiastic thanks have already been received from several librarians.

There have been many calls for information concerning branch libraries.

The question of Miss Campbell's successor was considered. Miss Bancroft reported on two librarians who were doing work with foreigners and a number of letters were read. After full discussion it was voted: That with the approval of Dr. Smith, the position be offered to Miss Esther Johnston of New York, subject to the approval of the Governor and Council.

The annual report of the Board was presented and approved and it was voted that the director be authorized to append the names of the members of the Commission.

By invitation, Mrs. Thayer, Director of the Division of Immigration and Americanization, was present during the latter part of the meeting in order to learn whether there was any duplication of work. Mrs. Thayer was of the opinion that there was little danger of duplication, but that closer cooperation would be very advantageous.

It was voted to hold a special meeting to consider the subject and to confer with Dr. Smith.

Adjourned,

E. P. Sohier
Secretary

February 4, 1922.

The Board of Free Public Library Commissioners met at the Boston Public Library.

Present

Mr. Belden — Mr. Redstone
Miss Bancroft — Mr. Wellman
Miss Soliet

The records of the last meeting were read and approved.

The office report was read and placed on file.

The agent had visited four libraries and spoken to the Parent-Teachers Association at Wakefield, at Simmons College and to the Woman's Club at West Newbury where she went at the request of Mr. Kingsley, and spoke of the relation of the library and the schools.

15 Foreign libraries had been sent out.

Miss Saladine in charge of the out-patients department of the U.S. Veterans Bureau, had asked for reading material for the men treated at the Psychopathic

Hospital clinic.

Commissioner Bates had asked to have $75 expended by Miss E. Kathleen Jones in books for the Prison Camp and Hospital in Rutland. Miss Jones had been able to secure a discount of from 20 to 30%.

Mr. Belden reported that Dr. Smith highly approved of meetings between the three divisions of the Board of Education which were doing work with aliens, and would call a meeting himself as soon as possible.

Mr. Belden gave a report of the hearing on the bills before the legislative committee on Education. It was voted that the director be requested to write a letter to the committee explaining what the Board believed could be accomplished under the bill and that Mr. Redstone be requested to present it to the clerk of the committee.

Adjourned.

E P. Sohier
Secretary